



How to Prepare Your Own
SPCC Plan:
A Step-by-Step Guide for
Tier 1 Qualified Facilities
Using the US EPA Tier I SPCC Template

MODULE III
Facility Description, Plan Review,
Amendments, Oil Storage List
(17 slides + quiz)



Page 1

Section I

Tier I Qualified Facility SPCC Plan

Facility address,
etc.

Self-certification
Statement

Management needs to
read & understand the
certification elements!

This is a legal
certification

The certification
statements continue on
Page 2

1. Self-Certification Statement (§112.6(a)(1))
The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

1. I am familiar with the applicable requirements of 40 CFR part 112;

2. I have visited and examined the facility;

3. This Plan was prepared in accordance with accepted and sound industry practices and standards;

4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;

5. I will fully implement the Plan;

6. This facility meets the following qualification criteria (under §112.3(g)(1)):

a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and

b. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and

c. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.

7. This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;

8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

Who should sign the certification (on the next page)? Senior management level with authority to implement the Plan & commit necessary resources.

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Slide 3 of 22 (4/2/10)

Page 1 Certification Detail

1. Self-Certification Statement (§112.6(a)(1))
The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

I _____ certify that the following is accurate:

1. I am familiar with the applicable requirements of 40 CFR part 112;

2. I have visited and examined the facility;

3. This Plan was prepared in accordance with accepted and sound industry practices and standards;

4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;

5. I will fully implement the Plan;

6. This facility meets the following qualification criteria (under §112.3(g)(1)):

a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and

b. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and

c. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.

7. This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;

8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

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Page 2

Certification statement continued from Page 1

Five year Plan review

Also: Five Year Review Log in Attachment 1.1

G-1: Technical amendment

Also: Technical Amendment Log in Attachment 1.2

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Page 2 Certification Detail

The '40 CFR 109' Contingency Plan likely not required

I also understand my other obligations relating to the storage of oil at this facility, including, among others:

1. To report any oil discharge to navigable waters or adjoining shorelines to the appropriate authorities. Notification information is included in this Plan.
2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge, and at least once every five years. Reviews and amendments are recorded in an attached log [See Five Year Review Log and Technical Amendment Log in Attachments 1.1 and 1.2.]
3. Optional use of a contingency plan. A contingency plan:
 - a. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;
 - b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, and;
 - c. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR part 109, and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Attachment 2.

I certify that I have satisfied the requirement to prepare and implement a Plan under §112.3 and all of the requirements under §112.6(a). I certify that the information contained in this Plan is true.

Signature _____ Title _____
Name _____ Date: ____ / ____ / 20 ____

Recall: Senior facility management should be the signatory.

Page 2 Plan Review & Amendment Detail

Section II

II. Record of Plan Review and Amendments

Five Year Review (§112.5(b)):

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this Plan within six months to include more effective prevention and control measures for the facility, if applicable. Implement any SPCC Plan amendment as soon as possible, but no later than six months following Plan amendment. Document completion of the review and evaluation, and complete the Five Year Review Log in Attachment 1.1. If the facility no longer meets Tier I qualified facility eligibility, the owner or operator must revise the Plan to meet Tier II qualified facility requirements, or complete a full PE certified Plan.

Table G-1 Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))

This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures. ☐

Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. (§112.6(a)) [See Technical Amendment Log in Attachment 1.2] ☒

Text boxes (& 'Tables') state the rule requirements

And reference any required records (and/or attachments)

Check boxes are your affirmation of compliance

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Page 13

**Attachment 1.1; G-13:
Five Year Review Log**

- ✖ Don't need to wait five years to review the Plan
- ✖ Should review your facility, tanks, equipment, operations, inspection results, procedures, compliance program, etc. ... in addition to the Plan document itself
- ✖ Should keep notes of results of the reviews

[illegible]

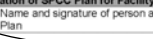
Page 13 (Attachment 1.1; Table G-13) Five Year Review Log Detail

Ver. 14, pdf-3-15-10

ATTACHMENT 1 – Five Year Review and Technical Amendment Logs

ATTACHMENT 1.1 – Five Year Review Log

I have completed a review and evaluation of the SPPC Plan for this facility, and will/will not amend this Plan as a result:

Review Date	Table G-12 Review and Evaluation of SPPC Plan for Facility		Name and signature of person authorized to review this Plan
	Will Amend	Will Not Amend	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

Who can sign the review? Can be anyone who was authorized by facility management to review the Plan.

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**Attachment 1.2;
G-15: Technical
Amendment Log**

- ☒ Must be used for
'technical
amendments'**
- ◆ Refer to the Table G-1
Technical Amendment
criteria on Page 2
- ☒ Should also log
any administrative
(non-technical)
amendments**

[illegible]



Technical Changes

- 40 CFR 112.5(a) requires the SPCC Plan be amended for any changes in:
 - Design Construction Operation Maintenance
- ✎ ...that “materially affects the potential for oil discharge into navigable waters”
- ✎ These are known as ‘technical’ changes or amendments
- The Plan must be amended within 6 months of the occurrence of the change
 - ✎ Including facility review & recertification & documentation
- Actual amendment/change must be implemented ASAP
 - ✎ But no later than 6 months after amendment

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Technical Change Examples

- Addition or removal of tanks or containers
 - ✎ You have flexibility with portable containers if you write your Plan with this flexibility in mind (more info shortly)
- Replacement, reconstruction, or relocation of tanks & containers
 - ✎ Again – flexibility for portable tanks & containers (more shortly)
- Reconstruction, replacement, or installation of piping systems
- Construction or demolition that might alter secondary containment structures
- Significant change in type of petroleum stored/used
 - ✎ If it could impact navigable water discharge threat

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Loss of Tier I Qualified Facility Eligibility Due to Technical Changes? A Reminder

- Tier I eligibility is lost if facility increases single individual container oil storage capacity to over 5,000 gallons
 - ✎ Amend your Plan immediately to reflect current conditions ... then have a full/‘regular’ self-certified SPCC Plan completed within 6 months
 - ✎ There is a California-developed SPCC Plan Template for Tier II Qualified Facilities
 - More extensive requirements than for Tier I Qualified Facilities
- If total facility oil storage capacity increases to over 10,000 gallons:
 - ✎ Amend template immediately...and have a full/‘regular’ PE reviewed & certified Plan within 6 mo.

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- [illegible]

This Log must be signed by the management person/level who first certified (and/or is recertifying) the entire Plan

Section III

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[illegible]

☠ Oil types: general type of oil... not specific grades or brands

1. Plan Requirements		
1. Oil Storage Containers (§112.4(a)(3)(ii))		
<p>The table includes the following list of oil storage containers (aboveground containers¹ and completely buried tanks²) with capacity of 55 U.S. gallons or less, unless otherwise exempt from the rule. For mobile/petroleum containers, the maximum number of containers, types of oil, and storage capacities are provided.</p>		
Oil Storage Container (indicate whether aboveground (A) or completely buried (B))	Type of Oil	Shed Capacity (gallons)
<p>Example on next slide (also on downloadable Template Sample pages (see DEH web page))</p>		
	<p>Total Aboveground Storage Capacity¹</p> <p>Total Completely Buried Storage Capacity²</p> <p>Facility Total Oil Storage Capacity</p>	<p>gallons</p> <p>gallons</p> <p>gallons</p>
<p>¹ Aboveground storage containers that must be included when calculating total facility oil storage capacity include tanks and mobile oil storage containers, all fixed and floating oil storage equipment, including oil storage tanks, floating oil storage equipment. Exempt containers that are not included in the capacity calculation include any container with a storage capacity of less than 55 gallons of oil, containers used exclusively for wastewater treatment, permanently closed containers, mobile power containers, bottom mounted containers, heating oil storage containers, and petroleum storage containers and petroleum application equipment or related minor tanks.</p> <p>² Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage capacity at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the template, however, they are not counted toward the qualified facility capacity availability threshold.</p> <p>³ Counts toward qualified facility availability threshold.</p>		
<p>ceeding your 10,000 gal. Qualified Facility limit:</p> <p>number of containers and anticipated total capacity</p> <p>neral type of oil... not specific grades or brands</p>		
CC Form:	Module III	FSC

Figure 1 - SPCC Regulated Containers, Tanks & Equipment at Air Force Civil Engineer Center (see Table F-2)